

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

Location: 222 Sheep Davis Road, Concord, NH
Mailing Address: 10 Hazen Drive, Concord, NH 03305
Telephone: 603-271-2661
Toll Free: 1-800-371-4503
Fax: 603-271-1091

MINUTES OF MEETING April 3, 2002

Members Present: William Porter, Robert Nelson, Les Cartier, David Duquette, Scott Carrigan, Roger Hatfield, Paul Fortier, John Hoglund, Peter Russell, Joseph Butts, Corey Landry, Richard Mason.

Members Absent: Stephen Judge, John Stephen, Rick Plummer, Donald Bliss.

Others Present: Division of Fire Standards & Training Staff--Bruce McPherson, Bureau Chief; Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief; Susan Beaudoin, Recording Secretary. Visiting Committee Members—(1) ARFF: Dr. Henry Munroe, NHFS&TC Chairman Emeritus; Captain Charles Roffo, Division of FS&T; Ed Doherty, Pease Fire Department; (2) NFPA 1031 Fire Inspector (subcommittee of NFPA 1031/1033/1035: Ron Clymer, Dover Fire & Rescue; Terry Jarvis, New Durham Fire Department; Linda Wilking, Tilton-Northfield Fire Department; Rick Wood, Nashua Fire Rescue; Tom Zotti, Wolfeboro Fire Department and State Fire Marshal's Office.

I. CALL TO ORDER

Item 1. Pledge of Allegiance to Flag. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Paul Fortier at 9:40 a.m. on Wednesday, April 3, 2002 at the ARFF Site of the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

A moment of silence was held for Fred Harclerode of the Newmarket Fire Department who passed away recently at the age of 79.

II. APPROVAL OF MINUTES

Item 1. March 6, 2002. *Motion* made by Commissioner Cartier, seconded by Commissioner Nelson, to accept the Minutes of the March 6, 2002 Commission meeting with the following changes noted by Commissioner Landry: (1) Page 4, Item 4, (d), second sentence, change "relieve" to "relief." (2) Page 9, X - ADJOURNMENT, change "Commissioner Hatfield" to "Commissioner Carrigan." Motion passed unanimously.

III. CHAIR'S REMARKS

Chair Fortier noted that the meeting room at the ARFF site is very nice.

Chair Fortier asked the members of the Visiting Committees who were present to introduce themselves, which they did. Present from the ARFF Visiting Committee were Chair Henry Munroe, Commission Chairman Emeritus; Captain Charles Roffo, Division Staff; and Ed Doherty, Pease Fire Department. Present from the NFPA 1031/1033/1035 Visiting Committee was Chair Rick Wood, Nashua Fire Rescue; present from that Visiting Committee's NFPA 1031 Fire Inspector subcommittee were Chair Linda Wilking, Tilton-Northfield Fire Department; Terry Jarvis, New Durham Fire Department; Tom Zotti, Wolfeboro Fire Department and the State Fire Marshal's Office; and Ron Clymer, Dover Fire & Rescue.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services Liaison. Commissioner Duquette reported that the EMS Trauma Coordinating Board met two weeks ago. Concerns were voiced about the transition into the Department of Safety. It was noted that the benefits will be good. The Board's biggest issue now is the Rules.

Commissioner Duquette introduced Sue Prentiss who is the new EMS Bureau Chief. She is a paramedic and has worked for the Bureau of EMS since 1999 as their Trauma Coordinator.

Chief Prentiss stated that she is very excited and is looking forward to the challenge of her new position. She said that the Division's transition into the Department of Safety is underway. Chief Prentiss explained that a strategic plan for EMS was started in September 2002. The major areas of that plan are (a) Research and Evaluation, (b) Advanced Life Support, (c) Trauma, and (d) Field Services. She is working on the

transition plan to put everything into place, and will have more to report next month.

Chief Prentiss noted that the major part of the Board meeting was a discussion on Epinephren pens. It will be at the EMT-Basic level in New Hampshire. She will be working with legislators on that issue. She is also currently working on a Trauma Grant, which is \$40,000 a year over three years.

Item 2. Curriculum Review. Commissioner Duquette reported that Director Mason has again provided a written Curriculum Status Report in the information packets for today. That report states:

- (a) Driver/Operator: The first pilot took place the week of March 6, 2001 at the Fire Academy. The program was successful and we will be gearing up for a second pilot this Fall. Again the aerial ladder portion will be initiated shortly.
- (b) Hazardous Materials Operations: The presentation has been completed by Staff Instructor Frank Avellino, and the first pilot is now in progress with the Sullivan County FFIA course and we are awaiting the evaluations shortly. Good reviews so far.
- (c) Hazardous Materials Technician: A technician level course has just been completed in Nashua coordinated by Mike Mansfield. The curriculum and course delivery were satisfactory with still some items for the trailer yet to purchase.
- (d) Aircraft Rescue & Fire Fighting: We anticipate the curriculum to be presented at this Commission meeting for pilot approval.
- (e) NFPA 1030 Series: NFPA 1031, Standard for Professional Qualifications for Fire Inspector And Plan Examiners will be presented at this Commission meeting for Pilot approval which is planned for June of this year.

NFPA 1033, Standard for Professional Qualifications for Fire Investigator and NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator are still in the Visiting Committee phase.
- (f) Rescue Series--Structural Collapse: The curriculum is anticipated to be presented at this Commission meeting.
- (g) Rescue Series--Confined Space: The first pilot is scheduled to be held in Franklin May 15 to 17, 2002.

- (h) Other: We will need to initiate Visiting Committees for the following in accordance with the Commission vote on February 3, 1999:
- (1) NFPA 1001, Standard for Fire Fighter Professional Qualifications (2002 edition)
 - (2) NFPA 1002, Standard for Fire Apparatus Driver/Operator Professional Qualifications (2002 edition)
 - (3) NFPA 1021, Standard for Fire Officer Professional Qualifications (2002 edition)
 - (4) NFPA 1041, Standard for Fire Service Instructor Professional Qualifications (2002 edition)
- (d) Aircraft Rescue & Fire Fighting (continued): Dr. Munroe noted that the ARFF Visiting Committee succeeded because of the professionals on it. He also noted that they were extremely fortunate to have the professional assistance of Captain Charles Roffo. The Visiting Committee members reviewed about five programs and picked Maryland's as the best for New Hampshire. They spent five meetings going over the Maryland program.

The Visiting Committee members presented three recommendations:

- (1) That the program be 40 hours in length.
- (2) That Firefighter II be a prerequisite.
- (3) That ARFF Instructors have a minimum of five years experience as an airport firefighter as they need some background in the area.

Commissioner Duquette noted that the Commission can approve the curriculum as presented, but the Instructors will be selected by the Division.

Captain Roffo then did a PowerPoint slide presentation of the proposed curriculum.

Motion by Commissioner Hatfield, seconded by Commissioner Cartier, to approve the ARFF program as presented for the two pilot programs. Motion passed unanimously.

Chair Fortier stated that the Commission members thank the Visiting Committee members for their time and interest. He also requested that thank you letters be sent to all Visiting Committee members.

Commissioner Carrigan asked if we would be putting together a Structural Fire Fighting class similar to what we had before that was only two or three days in length. Director Mason replied that we still have a 25-hour program on the books. Chair Fortier requested that we bring the program out to look at during the next Commission meeting.

- (e) NFPA 1030 Series (continued): Commissioner Hatfield noted that the NFPA 1031, Standard for Professional Qualifications for Fire Inspector And Plan Examiners Visiting Committee has worked really hard.

Chair Rick Wood reported that Captain Linda Wilking would be doing the presentation for the NFPA 1031 Subcommittee. The Subcommittee will be recommending that we adopt the Maryland program. He stated that Chief Rosolen has been excellent keeping them all on track.

Captain Wilking reported that Rick Wood was the Chair of the Subcommittee, and that other members were Tom Cagle, Ron Clymer, Frank Fraitzl, Mark Tetreault, and Tom Zotti. The Subcommittee looked at several programs, and chose Maryland's. It is an accredited program.

Captain Wilking stated that the first pilot program is scheduled to be held in June at the Fire Academy, and will be held Monday through Friday in the daytime. The second program will be done in either September or October as an outreach program, and will be nights and weekends depending on the needs. The program can be done in modular form. The length of the program is 40 hours. After the pilots are done, train-the-trainers will be held.

Commissioner Carrigan asked about prerequisites; Captain Wilking replied that there are none. Tom Zotti noted that building officials might take this program but would not have a firefighter background. Commissioner Cartier stated that it helps the fire service when the other officials are trained. Rick Wood said that they wanted to keep it consistent with the fire codes.

Captain Wilking then did a PowerPoint presentation.

Chair Fortier asked about the testing that was mentioned in the presentation. Captain Wilking stated it will be modular testing, and will be job performances. Students will take the inspection part of the test in their own town/city, and those tests will be submitted to Chief Rosolen for correcting. Rick Wood said that

this (1) provides a work product for their community, and (2) shows that they gained some knowledge from the program. It is similar to the Fire Officer program in that respect. After that, students would be eligible to take the written examination for certification.

Commissioner Hoglund asked if anyone will go with the students when they do inspections to be sure they don't miss anything. Captain Wilking replied that we will use the resources we have to assist them. Rick Wood also mentioned that the students walk through a guided inspection during the program. This test will then show what they learned.

Tom Zotti explained that we are talking today about Fire Inspector I only. Commissioner Hatfield said that Fire Inspector I leads into II and then into III. The programs are already there.

Motion by Commissioner Landry, seconded by Commissioner Cartier, to accept the Fire Inspector I program for the pilot programs. Motion passed unanimously.

Chair Fortier thanked the Visiting Committee Subcommittee for the work they have done, stating that this is excellent.

Item 3. Fire Marshal's Office. Director Bliss was absent.

Item 4. Forest Protection Bureau. Commissioner Nelson reported on the following items:

- (a) The Division and the Bureau have had a very busy time since we last met. Steve Sherman is our newest Forest Ranger, and is our former Magalloway Lookout person. We will begin hiring our second new Forest Ranger soon, and hope to have the person on board in August-September of 2002. We will look at redistricting at that time, when we have the new person on board.
- (b) We are proceeding with training/input sessions this Spring on the issues of Warden/Deputy Warden appointments, qualifications, job descriptions and continuing education requirements. There are ten sessions currently scheduled starting April 4, 2002 in Farmington and ending on May 14, 2002 at Keene State College.
- (c) Our challenges will continue as we try to deal with lower than anticipated state revenues. Governor Shaheen ordered a 1% budget cut this year and a 2% budget cut starting July 1, 2002. To meet part of the budget cut we are holding off until August-

September to hire the new Ranger and we may have to reduce the entire tower/patrol work season by one pay period. Weather, budgets and our success in finding other budget solutions will determine if this happens in the Fall or next Spring.

- (d) The Division has been successful in getting grants through the NH Office of Emergency Management and the USDA-Forest Service. The Forest Service grants are the Volunteer Fire Assistance (pass through to local fire departments-50/50 cost share), State Fire Assistance (for State program use), National Fire Plan monies that are pass through monies to the Boy Scouts of America, and North Country RC&D for Rural Water Supplies (roughly \$300,000.00 combined for the last two). We are also looking for other grant information to pass on to fire departments for radio equipment and the FEMA/National Fire Academy Grants. Our mutual aid agreement for communities to purchase wild land fire equipment direct from the Federal Government continues to grow, as we get to benefit from the large purchasing volume of the Federal Government.
- (e) Our air patrol contracts are in place with the same vendors as last year. We are looking to open many of the southern fire towers on Friday, April 5, 2002, and the Northern towers and patrols on April 19, 2002--both hinging on weather, budget and fire conditions. We are looking for three new tower personnel. Don Whitten, a former lookout at Pawtuckaway, is filling that tower again for us this year. We're looking for folks for Federal Hill, Kearsarge, and Magalloway.
- (f) Our radio is now back on analog. During the winter months we've been experimenting with the "new" statewide digital radio system. The digital system is working great for us, but we realize that you can't talk or listen to us on that system. We'll need to work together to try to find the best possible solution(s) to effective, time sensitive communications.
- (g) We are working with the Division of Fire Standards & Training staff regarding funding of Basic Forestry as part of their Firefighter I programs.

Item 5. Rapid Intervention Teams (RIT). Commissioner Cartier reported that the Rapid Intervention Teams program is all set to go. They are waiting to get some room at the Fire Academy to run the first pilot program, probably in July.

Item 6. NFPA Standards 1031-1033-1035. Commissioner Hatfield noted this was already reported on under Curriculum Review.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #60 covered the following subjects: 1) NHFSTC & Legislation, 2) Academy Awards, 3) ARFF, 4) Haz-Mat Technician, 5) Meeting Date/Time Survey, 6) Safety & Health Council of NH Conference, and 7) Graduations.

Further discussion was held on:

- 4) Commissioner Hatfield said that he wanted to commend the Division staff on the Hazardous Materials Technician program. His only recommendation is to get a bigger trailer. The last program went well and was appreciated.
- 7) Director Mason announced that the big graduation for the Recruit School will be held on Friday, June 14. The location is to be announced.

Other items discussed were:

- 8) Distributed copies of HB 1457 Docket, authorizing emergency medical care providers to withdraw blood for certain alcohol concentration tests. The Senate Hearing was held on March 28.
- 9) Tom Wetz is the new State Training Director in New York.
- 10) On Thursday, April 11, the NH Fire Chiefs Association meeting will be held at the Fire Academy with exhibitors present and a dinner.
- 11) Don Manno passed away at 56 years of age. He was a great, dynamic instructor at the National Fire Academy.
- 12) Chief Mike Howard was sworn in by Director Mason last year as President of the New England Association of Fire Chiefs. Director Mason will be the Master of Ceremonies for this year's meeting and could use some information about Chief Howard for his speech.

VI. OLD BUSINESS

Item 1. C2F2 Residency Requirement. Chair Fortier reported that challenges have been made to the C2F2 residency requirement. We have received a letter from Chief Ron O'Keefe of the Durham Fire Department.

Director Mason explained that someone on the Commission told Chief O'Keefe that one of his firefighters would not have to take C2F2. He stated that the Commission members do not have a right to make a waiver for that. There is no animosity with Chief O'Keefe; he is just concerned. It could mean \$3,000 in payroll for him to send the firefighter to the program. Director Mason further explained that he has two opinions from attorneys that state this is not an unfunded mandate. You cannot freeze in time what happened in 1984; you can enhance it.

We have gone to a lot more hours, and from a modular to a residency program; they did not feel it would be a 28-A issue.

Commissioner Russell noted that the unions were all behind this originally. The fire issue and the police issue are not the same. Police do not receive overtime; they get a standard week's pay. Commissioner Russell said he doesn't believe overtime should be an issue. He said the committee talked about this at great length, and he voted for it. It was his understanding that we were not going to end up in this situation.

Commissioner Duquette said that the fire chiefs should know when they hire a person what it will cost. The issue coming out now is that there are contracts that specifically include probationary firefighters. If it's in the contract, the fire chief has to follow it. Commissioner Russell stated that Durham is a different situation as the firefighter is already hired. When hiring, departments should hire someone who already has C2F2. Commissioner Duquette said that Dover will have the new firefighters sign an agreement that they will attend the C2F2 program and not collect overtime. There is nothing for a waiver. Hampton hired a firefighter with 19 years experience on New York City, and he will have to attend C2F2. No one is saying the training time should go away. Commissioner Russell stated that, if the contract is agreed to, it's not an unfunded mandate. Chair Fortier noted that Durham sent a Captain to the meeting who spoke in favor of it. Director Mason said that the New Hampshire Fire Chiefs voted to go along with this proposal in March of 2000.

Commissioner Hatfield said that Nashua hired seven new firefighters. The Board of Fire Commissioners said we would send all of them to C2F2. They are making it a part of their hiring, and it was put in a letter to them that it would be "at your normal 40-hour pay." No one has turned down the position yet.

Director Mason stated that he was the biggest nay-sayer for C2F2 when it was proposed. In the current Recruit School, we had five students staying in the dormitory out of 16; now there are 11. Commissioner Butts explained that he was a Resident Assistant for seven people in this Recruit School. He told them that night there would be a meeting in the day room at 8:00 p.m. At that time he told them about retirement and other firefighter issues. The next day, more students signed up to stay at the dorm, and they were sorry they had missed that night.

Commissioner Duquette stated that, if they go to the National Fire Academy, they are not paid from the time they leave until the time they return. There are lots of reasons why we have them stay, including the night-time drills.

Commissioner Carrigan said he needs to know what the benefits are so he can tell people. Since he was not a Commissioner at the time this was approved, he does not have a copy of the report that lists the benefits. Commissioner Porter asked, if Commissioner Carrigan has a problem articulating this, who else does. Maybe it's time to get Commissioner Butts' notes out to go over them. Let's make sure we understand it. Commissioner Russell agreed that it might be a good idea to go over the benefits again.

Commissioner Russell said it will become an offer of conditional appointment. Director Mason stated that is why we have to run two C2F2's this time. The students know they will need it for a job.

Chair Fortier asked that everyone think about it in the next month. He and the Director will put on some type of presentation at the next meeting, and we will prepare to take some kind of stand. Commissioner Nelson said he agrees with what Chair Fortier is saying. We need to bring ourselves up to speed, and then see how we can get the information out to the organizations in a timely fashion.

Chief Rosolen said that he has received telephone calls asking why we have students exercising and sweeping floors. We need to come up with a brochure as to what C2F2 is about.

Director Mason reported that Commissioner Judge is working on this issue with his Civil Bureau, and we should have something for the next meeting.

Item 2. Academy Awards. Commissioner Cartier reported that he has met with Commissioner Porter and Dr. Munroe on the Academy Awards, and that is going well.

Item 3. Standard Operating Guidelines. Commissioner Cartier reported that people are sending him copies of their Standards Operating Guidelines. When they are all in, he will review them.

VII. NEW BUSINESS

No New Business.

VIII. RETREAT ITEM DISCUSSION

Item 1. Instructor Quality Control. Director Mason reported that the Instructor Quality Control Committee has not met. He asked that this item be carried over to the next meeting.

IX. GOOD OF THE ORDER

Item 1. Commissioner Porter Retirement. Commissioner Porter stated that he retired January 10, 2002. There were 45 applicants for his position; 27 of those were approved by the Division of Personnel. They have offered the position to Ed Murdough, who was Woody Fogg's and now is Don Bliss' assistant at the Office of Emergency Management. April 19 will be Mr. Murdough's first day with the Department of Education. Commissioner Porter said he thinks they got the best candidate.

Item 2. Commissioner Carrigan's Term. Commissioner Carrigan stated that his term has ended, and he has chosen not to seek reappointment. The Fire Instructors & Officers Association has three candidates for the Commission seat.

Item 3. Multiple Sclerosis Walk. Chair Fortier announced that Commissioner Heglund will be walking for Multiple Sclerosis. Commissioner Heglund stated that his 27-year-old daughter has been diagnosed with MS, and she is engaged to a volunteer firefighter. Donations would be appreciated.

Item 4. Commission Meeting Day Preferences. Director Mason distributed copies of his report on the Commission meeting day preferences. He noted that Governor & Council meetings are held on Wednesdays, and that Tuesdays-Wednesdays-Thursdays are legislative hearing days. He said that he and Commissioner Nelson sometimes have to attend the Governor & Council meetings or legislative hearings. Commissioner Butts stated that the first Wednesday of the month is when his organization meets.

Director Mason reported that the mornings of the first Friday of each month was the common thread in Commission members' choices.

Chair Fortier asked if there is a need to change off the first Wednesday of the month. Director Mason said that Commissioner Judge is very appreciative of a change in the day.

Motion by Commissioner Cartier, seconded by Commissioner Nelson, to change the Commission meetings from the first Wednesday of the month. Motion passed unanimously.

A discussion was held about the various days of the week.

Motion by Commissioner Hatfield, seconded by Commission Landry, to set the Commission meeting day as the first Thursday of the month at 10:00 a.m.

Motion amended by Commissioner Hatfield, seconded by Commissioner Nelson, to make the change in the Commission meeting day effective in September 2002. Amendment passed unanimously.

Original motion passed unanimously.

X. ADJOURNMENT

Motion made by Commissioner Cartier, seconded by Commissioner Nelson, and passed to adjourn at 12:00 noon.

Respectfully submitted,

Richard A. Mason, Director